UNITED
NATIONS

ST

Secretariat

ST/AI/249/Rev.3/Amend.2
22 September 1994

ADMINISTRATIVE INSTRUCTION

To: Members of the Staff

From: The Under-Secretary-General for Administration and Management

Subject: STANDARD OF ACCOMMODATION, TRAVEL TIME AND REST STOPOVERS*

The purpose of the present instruction is to revise and update the annex contained in ST/AI/249/Rev.3 and Amend.1 of 29 March 1989 and 7 July 1992, respectively, on standard of accommodation, travel time and rest stopovers. The revised annex will enter into effect from the date of the present amendment.

* Personnel Manual index No. 7104.

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TRAVEL TIME AND REST STOPOVERS

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
From New York to:			
Afghanistan (Kabul).....	X	2	3
Albania (Tirana).....	X	1	2
Algeria (Algiers).....	X	1	2
Andorra (Andorra La Vella)..	X	1	2
Angola (Luanda).....	X	2	3
Antigua and Barbuda (St. John's).....		0	1
Argentina (Buenos Aires)....	X	1	2
Armenia (Yerevan).....	X	2	3
Australia (Canberra).....	X	2	3
Austria (Vienna).....	X	0	1
Azerbaijan (Baku).....	X	2	3
Bahamas (Nassau).....		0	1
Bahrain (Manama).....	X	2	3
Bangladesh (Dhaka).....	X	2	3
Barbados (Bridgetown).....		0	1
Belarus (Minsk).....	X	1	2
Belgium (Brussels).....		0	1
Belize (Belmopan).....		0	1
Benin (Porto Novo).....	X	1	2

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Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Bhutan (Thimphu).....	X	2	3
Bolivia (La Paz).....	X	1	2
Bosnia and Herzegovina (Sarajevo).....	X	1	2
Botswana (Gaborone).....	X	2	3
Brazil (Brasilia)*.....	X	1	2
Brunei Darussalam (Bandar Seri Begawan).....	X	2	3
Bulgaria (Sofia).....	X	1	2
Burkina Faso (Ouagadougou)..	X	2	3
Burundi (Bujumbura).....	X	2	3
Cambodia (Phnom Penh).....	X	2	3
Cameroon (Yaounde).....	X	2	3
Canada (Ottawa).....		0	1
Cape Verde (Praia).....	X	1	2
Central African Republic (Bangui).....	X	2	3
Chad (N'Djamena).....	X	2	3
Chile (Santiago).....	X	1	2
China (Beijing).....	X	2	3
Colombia (Bogota).....		0	1
Comoros (Moroni).....	X	2	3
Congo (Brazzaville).....	X	2	3
Costa Rica (San Jose).....		0	1

* No stopovers are authorized on travel to Rio de Janeiro or São Paulo.

	A	B	C
Country and city	Journeys involving flying time exceeding 9 hours	Rest stopovers (days)	Travel time (days) for home leave and family visit travel
Côte d'Ivoire (Yamoussoukro)	X	1	2
Croatia (Zagreb).....	X	1	2
Cuba (Havana).....	X	1	2
Cyprus (Nicosia).....	X	1	2
Czech Republic (Prague).....	X	0	1
Democratic People's Republic of Korea (Pyong Yang).....	X	2	3
Denmark (Copenhagen).....		0	1
Djibouti (Djibouti).....	X	2	3
Dominica (Roseau).....		0	1
Dominican Republic (Santo Domingo).....		0	1
Ecuador (Quito).....		0	1
Egypt (Cairo).....	X	1	2
El Salvador (San Salvador)..		0	1
Equatorial Guinea (Malabo)..	X	2	3
Eritrea (Asmara).....	X	2	3
Estonia (Tallinn).....	X	1	2
Ethiopia (Addis Ababa).....	X	2	3
Fiji (Suva).....	X	2	3
Finland (Helsinki).....		0	1
France (Paris).....		0	1
Gabon (Libreville).....	X	2	3
Gambia (Banjul).....	X	1	2
Georgia (Tbilisi).....	X	2	3
Germany (Bonn).....	X	0	1
Ghana (Accra).....	X	1	2

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Greece (Athens).....	X	1	2
Grenada (St. George's).....		0	1
Guatemala (Guatemala City)..		0	1
Guinea (Conakry).....	X	1	2
Guinea-Bissau (Bissau).....	X	1	2
Guyana (Georgetown).....		0	1
Haiti (Port-au-Prince).....		0	1
Honduras (Tegucigalpa).....		0	1
Hungary (Budapest).....	X	0	1
Iceland (Reykjavik).....		0	1
India (New Delhi).....	X	2	3
Indonesia (Jakarta).....	X	2	3
Iran (Islamic Republic of) (Tehran).....	X	2	3
Iraq (Baghdad).....	X	2	3
Ireland (Dublin).....		0	1
Israel (Tel Aviv).....	X	1	2
Italy (Rome).....	X	0	1
Jamaica (Kingston).....		0	1
Japan (Tokyo).....	X	1	2
Jordan (Amman).....	X	1	2
Kazakhstan (Alma Ata).....	X	2	3
Kenya (Nairobi).....	X	2	3
Kuwait (Kuwait).....	X	1	2
Kyrgyzstan (Bishkek).....	X	2	3

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Lao People's Democratic Republic (Vientiane).....	X	2	3
Latvia (Riga).....	X	1	2
Lebanon (Beirut).....	X	1	2
Lesotho (Maseru).....	X	2	3
Liberia (Monrovia).....	X	2	3
Libyan Arab Jamahiriya (Tripoli).....	X	1	2
Liechtenstein (Vaduz).....		0	1
Lithuania (Vilnius).....	X	1	2
Luxembourg (Luxembourg).....	X	0	1
Madagascar (Antananarivo)...	X	2	3
Malawi (Lilongwe).....	X	2	3
Malaysia (Kuala Lumpur).....	X	2	3
Maldives (Male).....	X	2	3
Mali (Bamako).....	X	1	2
Malta (Valletta).....	X	1	2
Marshall Islands (Majuro)...	X	2	3
Mauritania (Nouakchott).....	X	1	2
Mauritius (Port Louis).....	X	2	3
Mexico (Mexico City).....		0	1
Micronesia (Federated States of) (Kolonia).....	X	2	3
Monaco (Monte Carlo).....		0	1
Mongolia (Ulan Bator).....	X	2	3

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Morocco (Rabat)*	X	1	2
Mozambique (Maputo)	X	2	3
Myanmar (Yangon)	X	2	3
Namibia (Windhoek)	X	2	3
Nepal (Kathmandu)	X	2	3
Netherlands (Amsterdam)		0	1
New Zealand (Wellington)	X	2	3
Nicaragua (Managua)		0	1
Niger (Niamey)	X	2	3
Nigeria (Abuja)	X	1	2
Norway (Oslo)		0	1
Oman (Muscat)	X	2	3
Pakistan (Islamabad)	X	2	3
Panama (Panama)		0	1
Papua New Guinea (Port Moresby)	X	2	3
Paraguay (Asuncion)	X	1	2
Peru (Lima)	X	1	2
Philippines (Manila)	X	2	3
Poland (Warsaw)	X	0	1
Portugal (Lisbon)		0	1
Qatar (Doha)	X	2	3
Republic of Korea (Seoul)	X	2	3
Republic of Moldova (Kishinev)	X	2	3

* No stopovers are authorized on travel to Casablanca.

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Romania (Bucharest).....	X	1	2
Russian Federation (Moscow).	X	1	2
Rwanda (Kigali).....	X	2	3
Saint Kitts and Nevis (Basseterre).....		0	1
Saint Lucia (Castries).....		0	1
Saint Vincent and the Grenadines (Kingstown).....		0	1
Samoa (Apia).....	X	2	3
San Marino (San Marino).....	X	1	2
Sao Tome and Principe (Sao Tome).....	X	2	3
Saudi Arabia (Riyadh).....	X	2	3
Senegal (Dakar).....	X	0	1
Seychelles (Victoria).....	X	2	3
Sierra Leone (Freetown).....	X	2	3
Singapore (Singapore).....	X	2	3
Slovakia (Bratislava).....	X	1	2
Slovenia (Ljubljana).....	X	1	2
Solomon Islands (Honiara)...	X	2	3
Somalia (Mogadishu).....	X	2	3
South Africa (Pretoria).....	X	2	3
Spain (Madrid).....		0	1
Sri Lanka (Colombo).....	X	2	3
Sudan (Khartoum).....	X	2	3
Suriname (Paramaribo).....	X	1	2
Swaziland (M'Babane).....	X	2	3

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Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Sweden (Stockholm).....		0	1
Switzerland (Geneva).....		0	1
Syrian Arab Republic (Damascus).....	X	1	2
Tajikistan (Dushanbe).....	X	2	3
Thailand (Bangkok).....	X	2	3
The former Yugoslav Republic of Macedonia (Skopje).....	X	1	2
Togo (Lome).....	X	1	2
Trinidad and Tobago (Port-of-Spain).....		0	1
Tunisia (Tunis).....	X	1	2
Turkey (Ankara).....	X	1	2
Turkmenistan (Ashkhabad)....	X	2	3
Uganda (Kampala).....	X	2	3
Ukraine (Kiev).....	X	1	2
United Arab Emirates (Abu Dhabi).....	X	2	3
United Kingdom of Great Britain and Northern Ireland (London).....		0	1
United Republic of Tanzania (Dar es Salaam).....	X	2	3
United States of America (Washington).....		Not applicable	
Uruguay (Montevideo).....	X	1	2
Uzbekistan (Tashkent).....	X	2	3
Vanuatu (Port Vila).....	X	2	3
Venezuela (Caracas).....		0	1
Viet Nam (Hanoi).....	X	2	3

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Yemen (Sana'a).....	X	2	3
Yugoslavia (Belgrade).....	X	1	2
Zaire (Kinshasa).....	X	2	3
Zambia (Lusaka).....	X	2	3
Zimbabwe (Harare).....	X	2	3